

**Health Facility Engineering Section**  
**Division of Health Facilities & Services - Bureau of Health Systems**  
**Michigan Department of Community Health**

**Baseline Survey Overview**

A baseline survey is a non-regulatory, top to bottom, environmental inspection of the facility. The process includes a complete walk through of the entire licensed facility for the purpose of evaluating general maintenance, housekeeping practice, safety (not Life Safety) issues for patients and staff and infection control issues. The adequacy of facilities will be evaluated and compared to new construction standards. A formal written report will be produced noting areas of concern, provide general recommendations for improvements and note areas that may be considered violations of State and Federal hospital regulations. Although primarily non-regulatory, serious and immediate threats to health and safety may be cited during the Baseline Survey.

**Preparation for a Baseline Survey**

No special preparation is required for a baseline survey. In some ways it is more meaningful if no special efforts such as “extra” cleaning, additional staffing or “temporary” removal of clutter are made. The survey process will typically include interviews with key staff such as department heads and the infection control.

**Needed Information**

It would be helpful if the following information were available for review at arrival.

1. Small scale floor plans of the building(s).
2. Dates of original construction and of significant additions and renovations.
3. Listing of boilers and chillers including year installed, capacity, and stand-by fuel.
4. List of emergency electrical generators including year installed, capacity, and fuel source.
5. A listing of water and electrical services to the building.
6. A description of laundry facilities if provided in-house or contract service provider.
7. A description of the major services provided by the hospital such as: surgical suite (number of operating rooms, open heart, number of phase I & II recovery stations, etc.), obstetrical service (number of delivery rooms, LDRPs, LDRs, etc.), critical care (intensive & cardiac), acute dialysis service, special radiographic (CT scanner, cardiac cath, etc.), MRI., and other similar specialties.